

Town of Carrboro Community Event Pre-Application

Please provide the following information to assist staff with evaluating what types of approvals <u>may</u> be needed for your event. Submission of this application is not an approval of the event.

Event Organizer Information

Name of Organization: Cardinal Track Club
Organization: Nonprofit For-Profit Other:
Website: cardinaltrackclub.com
Organization Primary Contact Name (first, last name): Richard Forbis
Mailing Address: 117 W, Carr St.
City: Carrboto State: NC zip: 27510
Phone_(919)360-6006 Email: dickforbisounc.edu
Event Information
Name of Event: Cartboro ID K Road Race
Preferred Date: Oct. 2,2021 Event time: 7:30 am Set-up time: 7:00 am Clean-up time: 10:30 am
Other Possible Dates (if the above date is not available):
Rain Date: Expected Attendance: 300
Type of Event (check all that apply):
Decation:
Public Event on Public Property - Including (check all that applies): Town Commons Century Center Park or Facility (be specific):
Street Event -Public Street or Right-Of-Way-(list street(s): Other site(s): Other (Please explain): Start + Finish & McDougk Middle School

Event Details

Does your event include any of the following?

Activity	Yes	No
Sell and/or consumption of Alcohol		X
Sell and/or consumption of Food		X
Sell of crafts or goods		X
Street or lane closures	X	
Police/Public Safety/Security	X	
Temporary shelters, tents, staging or other structures		X
Open Flames or Pyrothenics		X
Town staffing, resources, or equipment*	X	A. I Sharakan I. A.

*please be advised that some events may require reimbursement for town related expenses

Event Description

Please provide a general description and purpose of your event. Attach a simple diagram of event area with details of staging, fencing, booths, tents, walkways, entryway/exits, emergency response plan, etc. Providing this information will assist town staff in helping you to plan a successful event. Thank you!

This event has been held for almost 20 years, yearly except for 2020, with the approval of Town Council and (paid) support by Carrboro Police and Public Works, Both Departments have detailed procedures for road closures / traffic control and traffic cones/signage. Map is attached. and implement a COVID safety protocol. tol

Signed by Primary Contact

Date

Submit this application to Carrboro Recreation and Parks office at 100 N. Greensboro Street, or fax to (919)918-4475 or email to Dianah Alston-Sanders – <u>dsanders@townofcarrboro.org</u>

